

Careers Extra Bursary – Why, What, How?

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What we will cover

- How the scheme works
- Why experience matters
- What kind of experience is useful
- Finding and applying for work-related experience
- Applying for the UCL Careers Extra bursary

(not necessarily in this order...)

UCL Careers Extra work-based bursary

- Up to £500
- Minimum 80 hours' work (but can be part time, spread over a number of weeks)
- Emphasis on quality of experience – what you will learn from it, how it will help you
- Priority given where experience is low paid or unpaid

WHY

?



Percentage of students who work

- 77% (in 2015), up from 59% in 2014
- <https://www.bbc.co.uk/news/education-33843987>
- 2019 survey ([Student Beans](#)): 36%, with 21% working two or more part time jobs



Experience beyond part time jobs

- Helps you work out what you want to do
- Opportunity to build skills
- Opportunity to try something out
- Builds confidence
- Is good for CV
- Is useful for examples for interview questions

- BUT isn't always paid (or well paid)

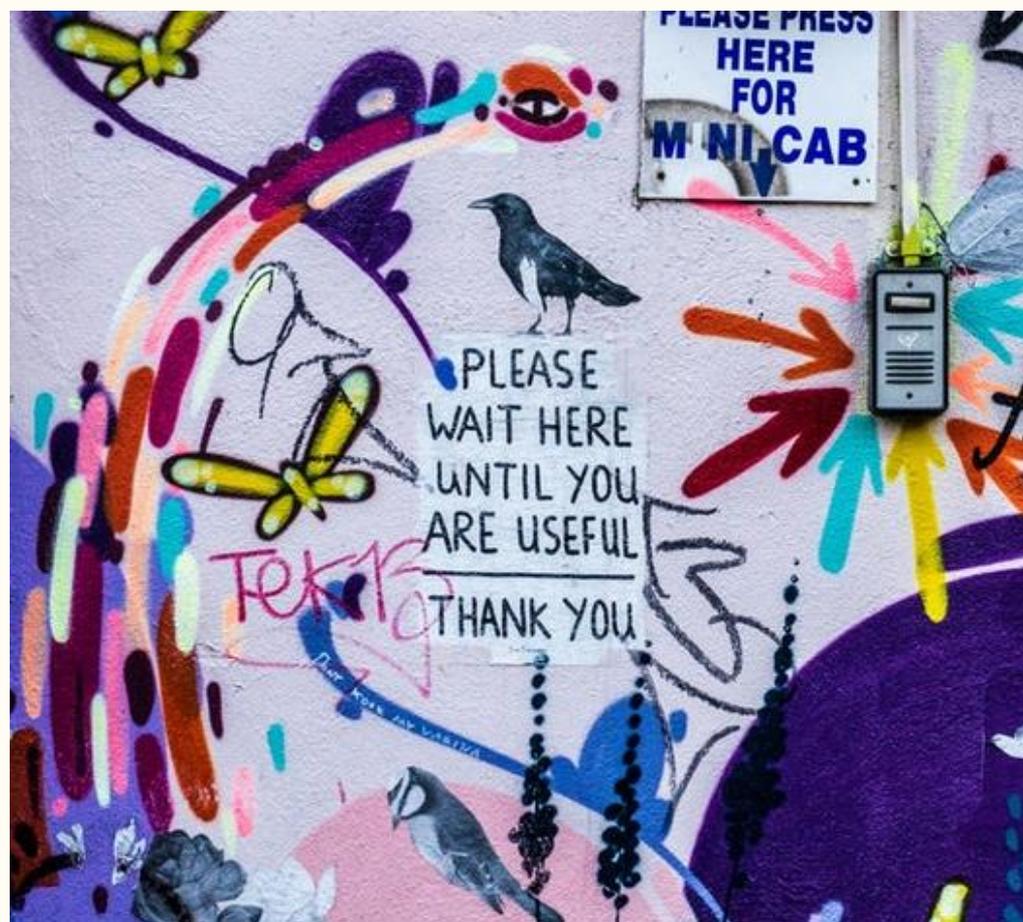
What's in a name?

- [UCL policy on internships, work experience and volunteering](#)
- What difference does the name make
 - To you?
 - To future employers?



What do we mean by work-based experience?

- Legitimate organisation
- In the UK (usually...)
- Written agreement
- Minimum 80 hours
- **Useful**



UCL Careers Extra Global bursary

- Deadline 26 April, decision by 5 May
- Very limited number
- Up to £1000 for experience outside the UK
- Priority for students in their final year
- [More information on this page soon](#)

Previous bursary holders' experience

- Summer research within a university (usually UCL): 11
- Charity: 4
- Museum/art gallery: 4
- Psychological services (hospital/local authority): 2
- Consultancies: 2
- Law firm: 1
- Teaching: 1
- Journalism: 1
- Engineering: 2 (1 large firm, 1 SME)
- Embassy: 1
- Theatre project: 1

FIND *your* FUTURE



HOW

Applying for the bursary

- [Careers Extra Bursary](#)
- Read [information pack](#)
- Find experience (can apply before it is confirmed)
- Complete application form
- Book 30 minute appointments to discuss ideas and for advice on application form before submitting
- Two waves:
 - deadline 5 April, decisions by 29 April
 - deadline 25 May, decisions by 12 June

How we select

- Strength of application indicating
 - How the experience will be useful for you
 - Breakdown of expected expenses and why you need the bursary to help cover them

Your responsibilities

- Complete and return acceptance/payment documents
- Attend 30 minute appointment before the work experience
- Attend 30 minute appointment after (can be by skype/phone)
- Keep copies of receipts/expenses
- Give us your feedback – tips for other students

Finding experience – advertised opportunities - MyUCLCareers



UCL CAREERS
FIND your FUTURE

Search Vacancies Organisation search

Refine search

Active filters

Published x Summer Internship x Save this search

Text search

Reference ID search

Organisation search

Scheme

Vacancy Type

Match all | Match any

Casual Work (2)

Vacancy search

1 to 50 of 221 results

Research Analyst For E

Amakor Capital

England - Greater London | S

The person will work in a small company and market research. Closes on 05-Apr-2020

IOS Development Inter

DTT Multimedia

Mainland Europe | Salary: Cor

Do you have experience with S DTT? We work passionately on Closes on 25-Feb-2020

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Salary: Cor

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Home Appointments Events Tasks Students Users Organisations Bulk emails Vacancies UCL Managed Opportunities

Home / Appointments / List view

Vacancies management Find Vacancy

Some other example listings

Placements and Internships

- [Enternships](#)
- [Rate my placement](#)
- [Gradcracker](#) (science and engineering)
- [Inspiring Interns](#)
- [Student Ladder](#)

Special schemes to promote diversity, eg

- [Creative Access](#) (creative industries)

Charities, NGOs and International Development

Search Vacancies

Organisation search

Refine search

Active filters

Summer Internship ✕

Published ✕

Charities, NGOs and international development ✕

Reset

Save this search

Quick search

Text search



Vacancy search

1 to 50 of 8 results

Intern

Depaul International

England - Greater London | Salary: Expenses Only

BACKGROUND Depaul International is a global street homelessness charity. services include providing housing, shelter, specialised programmes, medic
Closes on 28-Feb-2020

How others found placements:

Advertised	Speculative approach	Already involved with the organisation
10	19	3

UCL Careers

Website of organisation

By department

Advertised elsewhere

Charity or project student was previously volunteering with

Employer student had worked with before

Speculative approaches

Found their details online and approached them

Emailed the director of the centre, after meeting her at an event I organised through my society

Spoke to someone in the year above who said find editor of a magazine you're passionate about. Sent about 20 speculative emails and received 4 responses.

Researched London-based organisations which focus on research related to drug prevention, contacted this charity with a speculative application

Through another contact who knows them

I searched online for specific lab in my interest, then I emailed the owner of the lab...he then put me into contact with someone

Where to start?

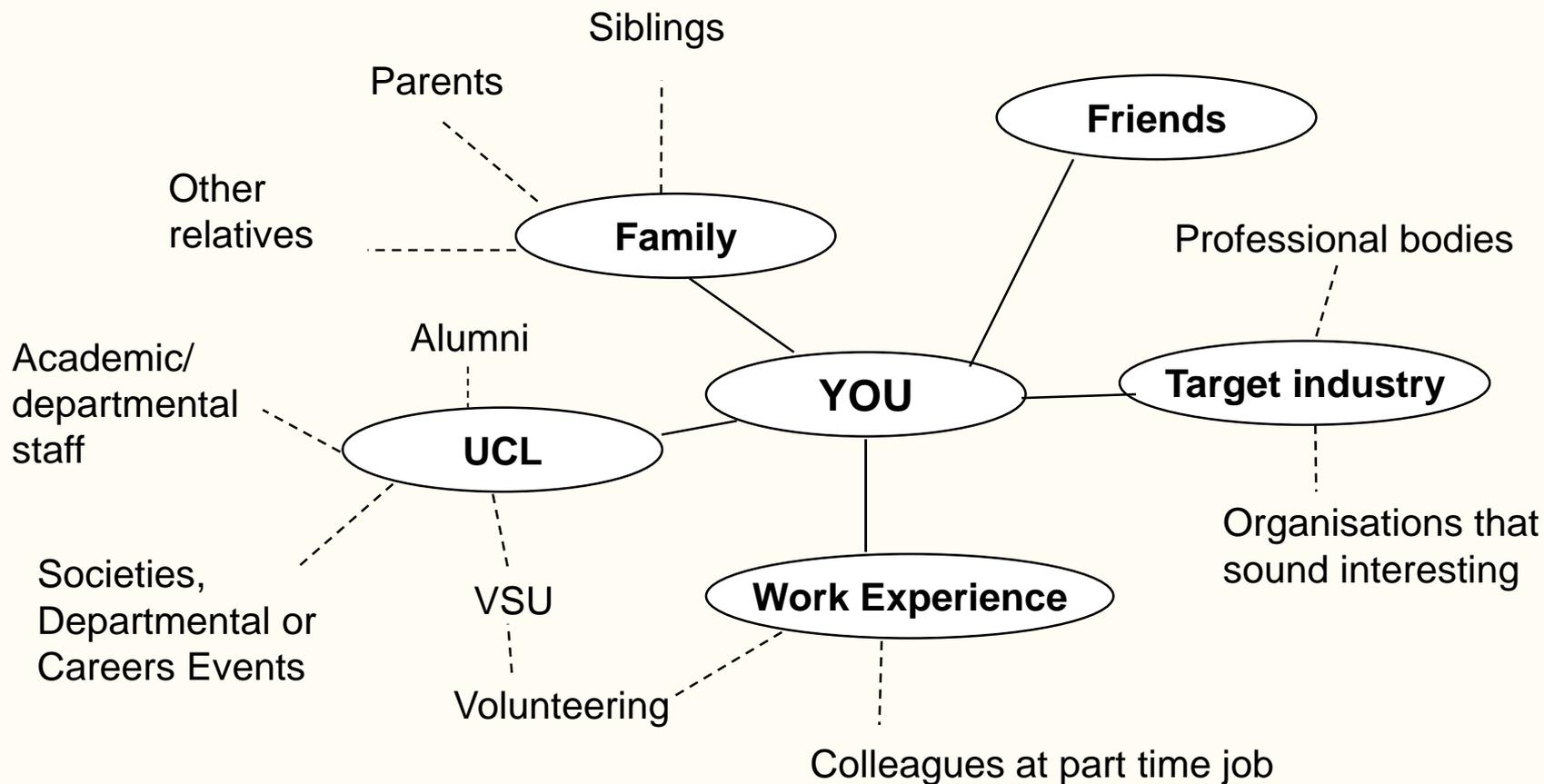
Ideals

- What interests you right now?
- What sectors have you considered?
- What are your priorities/motivators?

Practical factors

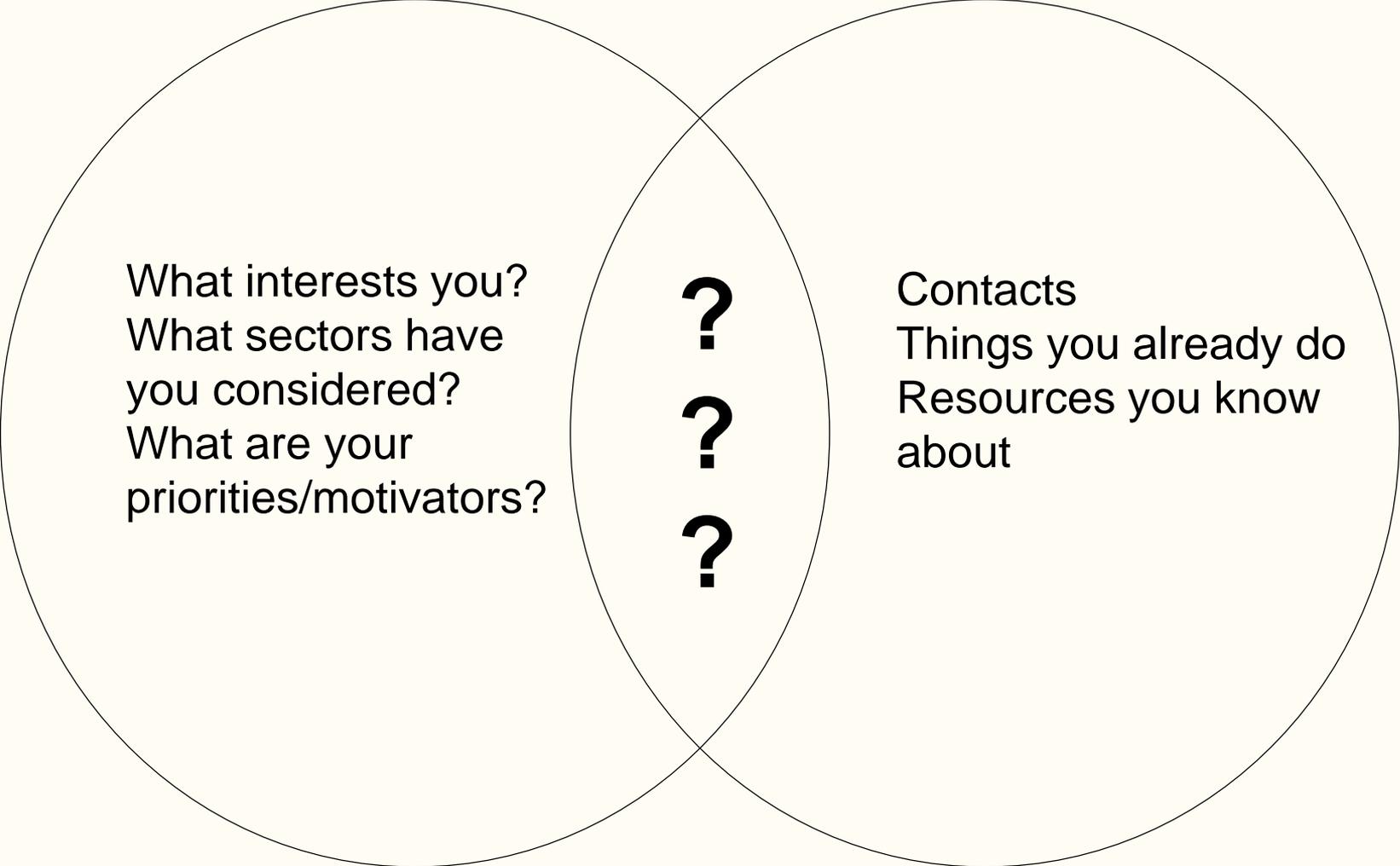
- What 'warm' contacts do you already have?
- What do you already do?
- What resources do you know about?

Finding/making contacts



Example

Question	Response
What interests you right now?	Homelessness
What sectors have you considered?	Politics, universities, law, charities
What are your priorities/motivators?	Want what I do to be meaningful, want to work with nice people, want variety
What 'warm' contacts do you have?	Someone who came into the department and gave a talk, friend's brother who works for...
What do you already do?	Member of ...student society, volunteered at...
What resources do you know about?	UCL Careers, UCL Student Union Volunteering



What interests you?
What sectors have
you considered?
What are your
priorities/motivators?

???

Contacts
Things you already do
Resources you know
about

Finding names of companies: sector skills organisations eg [Screenskills](#) (film, TV, VFX, games, animation)



Hiive

Join Hiive to search for people, jobs, courses and events



Events

Networking, workshops, boot camps and more



Jobs

Apply for vacancies at screen-based companies across the UK



Programmes and pitches

Apply for competitions and find other opportunities



Companies

Browse screen industry employers and production companies



Bursaries

Apply for up to £1,000 towards the cost of skills training.



Training tenders

Tenders and contract opportunities

Lists of charities, small companies

- [Charity Library – list of charities](#)

Can use job listings to find names of organisations to research and approach speculatively

- [Charity Job](#)
- [Charity People](#)

Some suggestions for finding smaller companies

- [Startups](#)

Lots of small companies in tech:

- [Tech London](#)

UCL Student Union volunteering

- [Students Union Volunteering](#)



Africa Health Organisation

Data Analyst Volunteer



WONDER Foundation

Commitment: Regular volunteering

Do you have skills that you would like to use to influence decision makers and raise the profile

[Read more and express interest](#)



WONDER Foundation

Commitment: Regular volunteering

Do you have design skills

Search

Categories

- Fundraising Research
- Gardening
- Global Citizenship
- Health
- Helplines
- HIV and AIDS
- Homeless People
- Hospices
- International Development

Alumni mentoring network

- People to connect with in different industries
- Online mentors
- Keen to support
- ‘Ask me anything...’ series for Careers Extra, next one on 25 Feb

- Use LinkedIn to connect with other alumni

Have we covered?

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- Why experience matters
- What kind of experience is useful
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(not necessarily in this order...)

Where we are:

- 4th Floor, Student Central, Malet Street
- Mon – Thu 9:30 – 5 pm; Fri – 11 am – 5 pm
- www.ucl.ac.uk/careers
- careers@ucl.ac.uk
- 020 3549 5900

